

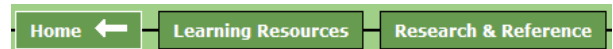
Managing Your Student Portal

You can customize what your students will see when they logon to the **ed1stop** portal using your unique student username and password. (*To learn more about student usernames and passwords, see the handout: [Managing Student Passwords](#).*)

What is a student portal?

When your students logon to **ed1stop** using your unique **student** username and password, they will see a different portal set-up than the one you see when you logon using your **teacher** username and password. They will have access to only three page tabs: **Home**, **Learning Resources**, and **Research and Reference**. You'll note that there is no **Preferences** link at the top of the page. This is so that students cannot alter the format.

The following "Channels" will appear on each page:



Home – Announcements and Student Bookmarks

Learning Resources – United Streaming, BrainPOP, Marcopolo, and S.C.O.R.E.

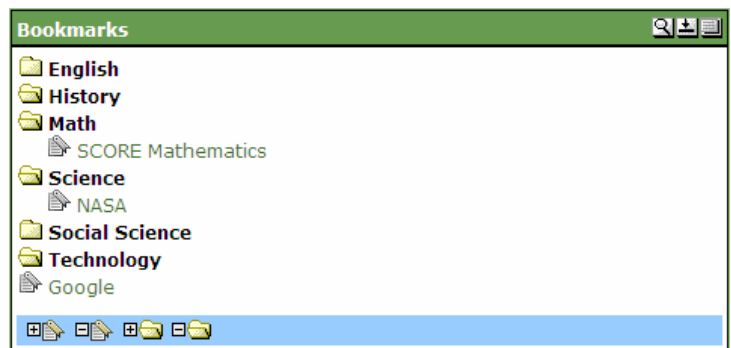
Research and Reference – Bartelby.com, Marriam Webster dictionary and thesaurus, California Digital Library, and Web Search (Google and All The Web).

What are student bookmarks?

You can create customized **bookmarks** for your student home page.

Why would you want to do this?

Remember that your students can access the **ed1stop** portal both at school *and* at home. By supplying special bookmarks on your **ed1stop** student portal, you can provide links to homework support, enrichment, research resources, etc. that are specifically targeted to the needs of your students and the standards-based lessons that you are teaching.



How do I add bookmarks?

The **Bookmarks channel** comes with several default bookmarks, but you can add, remove, and organize the bookmarks on your students' **ed1stop** home page any way you want. This is done from the student bookmark page on your own **teacher** ed1stop portal. (*For instructions on adding the **student bookmark channel** to your home page, see the next page.*)

- 1) To add a bookmark, simply click on the **[+] bookmark icon** at the bottom of the bookmarks box. Type in the Title and URL (web address) of the website you are bookmarking. Click: **Add**.



For example: **Title** – Google **URL** – <http://www.google.com>

- 2) To place the bookmark in a particular folder, click on the **radio button** next to the folder name.
- 3) To add a new bookmark folder, click on the **[+] folder icon**. Folders can be placed inside of other folders.
- 4) To remove a bookmark or folder, click on the **[-] icon**. Click in the check box next to the bookmark/folder name you wish to remove. Click: **Delete**.

Use the same method outlined above to add, remove, and organize your own **teacher bookmarks** on your **ed1stop** teacher homepage.

How do I add the student bookmark channel to my homepage?

You can have your **student bookmark** channel appear on your teacher homepage:

- 1) Once logged on to your **ed1stop teacher** portal, click on the **Preferences** link. (*upper right corner*)
The link takes you to a listing of all your navigation tabs and their content channels.
- 2) Select the navigation tab to which you want to add the **My Student Bookmarks'** channel.
Users usually choose to put this channel directly below their normal Bookmarks channel on their **Home** tab. The selected tab will be bold, signaling you are currently modifying that tab.
- 3) Now select the **"New Channel"** slot where you want the My Students' Bookmarks channel to be placed.
The page will refresh and list a pull-down that lists several channel categories.
- 4) Select **"Cool Tools"** then press **"Go."** A list of channels in this category will show up.
- 5) Select **"My Students' Bookmarks"** and press **"Add"**. The channel will now appear under your navigation tab.
- 6) To return to your **ed1stop** main page, click the circular **Back** button on the webpage (*not* the Internet Explorer back button at the top of the window.)
- 7) Go to the tab that you added the channel to find the My Students' Bookmarks channel.

How do I change the student bookmark password?

You don't have to know the "gibberish" student bookmark password in order to change it.

- 1) Once you are logged on to your **ed1stop teacher** portal, click on the **Preferences** link. (*upper right corner*)
- 2) Click on the **Change My Passwords** link. (*upper right corner*)
- 3) The **Password Manager** box will appear. (*see example to the right*) Using the Password Manager box, you can change your teacher password, your student password, or the student bookmark password.
Note: You must change each password individually. The Password Manager will not allow you to change all three passwords at once. You must click the SAVE button after changing each password.
- 4) To change the **Student Bookmark Password**, simply type the password you want into the "Change Password" box. Click **SAVE**. To return to your **ed1stop** main page, click the circular **Back** button on the webpage (*not* the Internet Explorer back button at the top of the window.)

http://www.ed1stop.net - ed1stop - Change My ...

Password Manager ed1stop

Change my password:

Enter CURRENT Password:

Enter NEW Password:

Confirm NEW Password:

Save Cancel

Change my students' password:

Change Password: gq1cov

Save Cancel

Students' Bookmarks password:

Allows you to update the bookmarks for the student account.

Bookmarks Password:

Save Cancel

Done Internet



For more information on **ed1stop** visit the NCOE website at:
www.ncoe.k12.ca.us/fairygodmother/ed1stop.htm